

**HOWLAND PUBLIC LIBRARY  
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
FEBRUARY 2, 2016**

**Pledge of Allegiance**

**Call to Order:** T. Rigney called the meeting to order at 7:04 PM.

**Roll Call of Members:**

Rajene Hardeman, Randy Lashua, Prudence Posner, Thomas Rigney, Derek Sanderson, Karen Twohig and Director Amy Raff, *ex officio*. Donna Haynes arrived at 7:40 PM. Moning Lin, and Ken Straus were excused.

**Votes:** All votes were unanimous, unless otherwise noted.

**Public Participation:**

None.

**Guest Speakers:**

None.

**Reading of the Minutes of the Previous Meeting:**

P. Posner made a motion to accept the January 5, 2016 meeting minutes as circulated. Seconded by K. Twohig and the motion carried.

**Treasurer's Report:** See attached report.

P. Posner explained the Building/Maintenance line amount was for the work being done out of the Fund Balance and there should be an income line to match it. The library is not at 57% of the budget expenditures at this point. P. Posner did the claims audit for the month. The **motion** to accept the warrants and claims for the month was made by D. Sanderson and seconded by R. Lashua. Motion carried. K. Twohig made a **motion** to accept the December 2015 Treasurer's Report. Seconded by D. Sanderson and the motion carried.

**President's Report:** See attached report.

1. T. Rigney stated there is a second used bookstore in town and they could help each other out in some ways.
2. The next Friends meeting will be held on February 23.
3. A. Raff is meeting with Mike Jurkovic (CAPS) on Friday to discuss programming.
4. Beacon Arts rotates their meetings and T. Rigney suggested they check into using the Community Room.
5. There was some discussion regarding the Trustee Duties and Responsibilities. P. Posner suggested they check out Robert Freeman's Committee on Open Government website.

**Director's Report:** See attached report.

1. A. Raff reviewed the proposed budget line item by line item for the Board.
2. P. Posner made the following **motion**: Whereas, the adoption of this 2016-2017 budget for the Howland Public Library requires a tax levy increase that exceeds the tax cap imposed by State Law as outlined in General Municipal Law Section 3-c adopted in 2011; and Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it Resolved, that the Board of Trustees of the Howland Public Library voted and approved to exceed the tax levy limit for 2016-2017 by at least the sixty percent of the board of trustees as required by State Law on February 2, 2016. Seconded by D. Sanderson and carried.
3. On a resolution attached to these minutes, the date, trustee positions, and levy amount were set by a polled vote.

**Unfinished/Committee Reports:**

**Action Development Committee:**

Upon D. Haynes arrival, T. Rigney stated she has been appointed as chairperson for the Action Development Committee.

**Helen Savoit Award:**

K. Twohig stated they met on January 26. She also spoke with Judy Davis, who expressed a desire for a May event. The tentative schedule will be May 21, 2016 at St. Rocco's. The honoree has been chosen. This was approved on a **motion** by P. Posner and seconded by R. Lashua.

**Building & Finance:**

P. Posner handed out a Building Projects list for 2016-2017. She suggested keeping the March meeting to the budget hearing only and then a building walk thru with B. Pederson for the board members. D. Haynes asked if they could make a committee to investigate grants. T. Rigney stated they could look into this.

**Personnel/Nominating:**

D. Sanderson passed around information gathered during their interview process for a replacement trustee for the position being vacated by K. Straus. P. Posner made a **motion** to appoint Jan Dolan as interim trustee, pending the receipt of a letter of resignation from K. Straus. Seconded by D. Sanderson and carried.

**Bylaws:**

R. Lashua set a date for next Thursday at 5 PM to meet to review a sample bylaw template and compare it to what the library currently has.

**Election:**

J. Beyer stated they have started the process for the publications and absentee ballots.

**Ad Hoc Space Utilization Committee:**

R. Hardeman will send an e-mail draft to the makerspace people to keep them updated. The committee needs to schedule a meeting to discuss strategy for moving forward. R. Lashua asked if the Historical Society was still going to be using some space in the front and A. Raff said yes, as soon as the renovations are done. She also asked that M. Rivas rename the group as it's too long. D. Haynes asked if there was a specific group to target addressing. A. Raff stated the first thing to be done is review the Five-Year Plan and check the benchmarks. T. Rigney stated they have done a community list and he will look for it.

**New Business:**

There was no new business.

**Good and Welfare:**

R. Hardeman stated it is very nice to have all the information on the website.

**Agenda for March 1, 2016 Board Meeting to start at 7:00 PM:**

Budget Hearing  
Building walkthrough

**Adjournment:**

R. Hardeman made a motion to adjourn at 9:10 PM. Seconded by D. Sanderson and the motion carried.

Respectfully submitted,

Julie Beyer, Recording Secretary

Attachments

**Motion** to exceed the tax cap for 2016-2017 budget

**Motion** to set the date and tax levy for 2016-2017

**Motion** to selecting date, location, and honoree for the 2016 Helen Savoit Award

**Motion** to appoint Jan Dolan as interim trustee